

Florence, Elaine J CIV NAVSUP FLC Jacksonville, 220

From: Rowe, Kenneth E. CIV USN GTMO <Kenneth.Rowe@gtmo.navy.mil>
Sent: Friday, January 20, 2017 11:49
To: Florence, Elaine J CIV NAVSUP FLC Jacksonville, 220; Novotny, Robert E CIV CNRSE, N3; Yeich, Timothy L. O4 USN GTMO; Jakubec, Carlton J CIV NRSE HQ, N3; Stacey, Shawn L. CIV USN GTMO; Fellows, Robin CIV NRSE HQ, N3
Cc: Rowe, Kenneth E. CIV USN GTMO; Paxton, Joshua J. E8 USN GTMO
Subject: FW: Post Office Box for Seaward Services, Inc
Attachments: img-120085139-0001.pdf

Elaine

Please see email below regarding Seward just keeping you in the loop.

V/r

ken

-----Original Message-----

From: Vargas, Richard CIV USN GTMO
Sent: Friday, January 20, 2017 9:57 AM
To: (b) (6)
Cc: Rowe, Kenneth E. CIV USN GTMO; Smith JR, William M CIV USN GTMO; Jacobs, Krystal M. E4 USN GTMO
Subject: RE: Post Office Box for Seaward Services, Inc

Sir,

Good morning.
Congratulations and welcome to Guantanamo Bay Cuba.

Your mailing address for your company and employees is as follows:

Official Mailing address:

Seaward Services Incorporated
PSC 1005 BOX 63
FPO AE 09593

Personal Mail Services
Individuals Name
PSC 1005 BOX 63
FPO AE 09593

Attached is an example of the memo that we will need for your company to submit to us so that we can get your box established. For the Subject line, please address this as "Establishment of Mail Box". I will need your contract number as well as this example shows. For the first memo, just stated that your company was awarded above contact and will be here for "X" number of years on this contract, and provide us a Point Of Contact.

For the second memo, Subject line is as follows:
"Mail Orderlies for BOX 63"

Body of the memo is the same as on the attached memo. Your company is authorized up to 4 Mail Orderlies. If you need additional personnel, please contact myself or Mr. Will Smith (cc'd) and we will work with you.

We are standing by to assist as needed and once we receive these two memos, we will contact you and finalize paperwork and schedule your companies mail orderly training.

Thanks

V/r,

Rich

Rich Vargas
Postal Officer
NAVSUP FLC Jacksonville - Guantanamo Bay Site
U. S. Naval Station, Guantanamo Bay, Cuba
➡Email: Postal@gtmo.navy.mil
➡Email: vargasr@gtmo.navy.mil
☎Phone: 757-458-2304, 📠DSN: 312-660-2304/2156

FOR OFFICIAL USE ONLY - This email and any attached files may contain Privacy Sensitive information. Any misuse or unauthorized disclosure may result in both civil and criminal penalties. If you received this document in error, please notify me at the above phone number and destroy the document immediately per the Privacy Act procedures.

-----Original Message-----

From: (b) (6)
Sent: Wednesday, January 18, 2017 1:50 PM
To: Vargas, Richard CIV USN GTMO
Cc: Rowe, Kenneth E. CIV USN GTMO; William.Smith@gtmo.navy.mil
Subject: [Non-DoD Source] Post Office Box for Seaward Services, Inc

Mr. Vargas,

Thanks for taking the time to meet with me this morning. As discussed, I would like to open a Post Office Box for Seaward Services, Inc. as we will be the Prime Contractor for the Port Operations contract beginning February 1, 2017.

Please provide guidance on the procedures we need to take

Thanks,

(b) (6)

Seaward Services, Inc. (b) (6)

Sent from Mail (b) (6) for Windows 10



October 24, 2016

Postmaster
US Naval Station
Guantanamo Bay, Cuba

Attn: Postal Officer
NAVSUP FLCJ GTMO Post Office

Subject: URS Group, Inc. – Mail Orderlies for PO Box for Contractor on Base

Re Contracts: N62742-09-D-1174-JM01, P1203 REPLACE FUEL PIER & P13S3 REPLACE TRUCK
LOAD FACILITY LOCATED AT NAVAL STATION GUANTANAMO BAY CUBA

N62742-09-D-1174-JM02, SEAWATER REVERSE OSMOSIS TREATMENT PLANT
REFURBISHMENT - NAVAL STATION GUANTANAMO BAY CUBA

N69450-15-C-2066, CONSTRUCT DINING FACILITY - NAVAL STATION
GUANTANAMO BAY CUBA

The following personnel are authorized mail orderlies for **URS Group, Inc.:**

1. David A. Brown – PRD: October 2017
2. Travis Eckert – PRD: October 2017
3. Susan Eckert - PRD: October 2017
4. Marissa Nimetz – PRD: October 2017
5. Connie Kornacki – PRD: October 2017
6. Edgardo Asuncion – PRD: October 2017

Please direct any questions to:

Mr. David A. Brown, Cell: 1-919-434-6908 / 813-389-8947 or email at: david.a.brown@aecom.com

If you have any questions or concerns please contact us.

Sincerely,
AECOM (URS Legacy)

David A. Brown
Digitally signed by David
A. Brown
Date: 2016.10.24
21:04:20 -0400

David A. Brown
Senior Project Manager – PM/CM

cc: Job File, Carlos Torres (URS Group)

URS Group, Inc.
PSC 1005, Box 9
FPO, AE 09593-0001
Tel: 011.5399.78014